

CANTON PARK COMMISSION

BOARD MINUTES

MONTHLY MEETING

JANUARY 8, 2014

The Canton Board of Park Commissioners met in a regular meeting on January 8, 2014.

Present were; Mr. Andrew Black—President, Mr. Drew Pelger---Member, and Mr. Derek Gordon, Park Director. Vice President Zutali was absent. Joe Martuccio from the law department was present. Very few other attendees were present.

The meeting was called to order at 4:10pm by President Black.

Meeting minutes from the December 11, 2013 Regular Meeting were reviewed by the Commissioners.

President Black motioned to approve the minutes. Commissioner Pelger seconded. Motion passed unanimously.

OLD BUSINESS:

1. Park and Recreation Merger—Office Consolidation- Director Gordon informed Commissioners that he and Office Manager, Jackie Noall had visited the Canton Join Recreation Office to see if there was possible office space that the two could use. Director Gordon stated he thought it was crucial to combine Canton Joint Recreation and Canton Parks administrative personnel as soon as possible, potentially this February/March. Combining administrative personnel would help streamline park rentals/recreation activities. Additionally, the administrative teams could learn more about each other's day to day operations and staff capabilities before the 2016 merge. Director Gordon stated he had met with Patrick Barton from Information Systems and AT&T to inquire about phone and internet. Additionally, the Mayor's Office has agreed to pay for the technological installations necessary for the move. President Black stated he agreed administrative merging was a good idea. President Black motioned to approve the Canton Parks office merger with the Canton Joint Recreation District pending the CJRD's approval. Member Pelger seconded. Motion passed unanimously.
2. Canton Recreational Services Update/Levy Stats—Director Gordon informed the Commissioners that he received the results from Issue #1. Overall, wards 1,2,4,6,7,8 and 9 passed the levy and wards 3 and 5 were lost. Full breakdown of levy results are attached. Director Gordon stated he had met with the former Levy Committee and other recreational services providers within the city with intent to form a Canton Recreational Services Committee. This committee would be responsible for trying to streamline recreational programs throughout the city. Within this committee there are members from the CJRD Board, Park Board, School Board, J.Babe Stern Community Center, S.E. Community Center and YMCA. Director Gordon has drafted an official mission and agreement which will be reviewed by committee members at the end of this month. Currently, the committee members are working to provide a list of all recreational programs at their facility. When these lists are combined the committee will be able to see where gaps and overlap exist. President Black expressed his support for the efforts.

NEW BUSINESS

1. Mother Gooseland—Master Plan Approval- Director Gordon provided Commissioners with the most updated version of the Master Plan. The official Grand Re-Opening of Mother Gooseland

will take place on the First Friday in May 2014. President Black motioned to approve the Master Plan. Commissioner Pelger seconded. The motion passed unanimously.

2. **Park Logo Review**—Director Gordon informed the Commissioners that he and Jackie had been working closely with a local design firm, Cassel Bear, to design a new logo. He stated that he wanted the Commissioner's input on the design before the logo was finalized. President Black stated that the proposed logo does not 'scream' Canton Parks. Commissioner Pelger seconded adding that he was a fan of the modernity and simplicity yet he was unsure of the significance of the logo in relation to Canton Parks. Director Gordon requested that the Commissioners take a couple days to come up with a few suggestions to take back to Cassel Bear. Director Gordon also informed the Commissioners that for any additional design work, the budget would have to be adjusted. Commissioners agreed to table the logo and wait for Director Gordon and Jackie to contact Cassel Bear and seek advisement on the next steps in the design process.
3. **Signing Authority Discussion**—Director Gordon handed the floor over to Joe Martuccio from the law department to provide clarification on several issues.
 - a. Director Gordon and President Black were seeking legal advice regarding the lawsuit. Joe Martuccio stated he would rather not go into detail because he is a defendant on the case. However, he believed that no action was needed at this point on behalf of the Park Commission. President Black questioned whether it was appropriate for the Canton Board of Park Commissioners to seek an outside attorney for the case. Mr. Martuccio stated that was a discussion for President Black to have with another member of the law department who will make themselves available at the Commission's request.
 - b. Director Gordon and President Black requested additional guidance on spending authorization of the levy monies as well as other Commission responsibilities that may have changed as a result of the passage of the levy. Law Director Martuccio provided several documents and answered multiple questions posed by the Commission and Director Gordon.
4. **Arts in Stark—Mother Gooseland Grant** – Director Gordon informed Commissioners that a \$2,000.00 grant has been awarded to Canton Parks for the completion of the interpretive mural at Mother Gooseland. Additionally, Director Gordon presented a draft for an exclusive partnership agreement with Arts in Stark. He stated the reasoning behind this agreement is so in the future Canton Parks does not have to apply for grants. Additionally, Arts in Stark recognizes that Canton Parks is open to promote local artists, host art events, and display public art within parks at the Director's discretion. Canton Parks will also commit a small portion of levy funds for public art within the City's most active parks to be determined by the individual master plans. President Black motioned to approve the agreement. Commissioner Pelger seconded. The motion passed unanimously.
5. **Park Police Agreement**—Director Gordon asked the Commissioners to review the Park Police agreement draft. President Black motioned to approve the Park Police agreement. Member Pelger seconded. The motion passed unanimously.
6. **JBSC/CJRD Agreement Update**—Director Gordon informed Commissioners that he had met with the Law Department and representatives from the J. Babe Stearn Center (JBSC) and Canton Joint Recreation District (CJRD) to discuss the parameters of an agreement for funding from the park levy. As a result, the JBSC has been tasked with providing a comprehensive breakdown of programming costs that they would like to be funded from the levy. The CJRD and Canton Parks administration will review these costs and determine which items qualify for levy funds as recreational programming at the next meeting scheduled for January 23rd. Director Gordon will provide additional feedback and an updated draft after this meeting.
7. **Annual Report**—Director Gordon presented the Commissioners with a rough draft of the Annual Report for 2013. Director Gordon stated he planned to send it to the Mayor's Office as well as make it available on the website. President Black stated this was a good idea.

8. Park Commission Approval Authority Discussion—Per discussion with the Law Department, Director Gordon stated he wanted to draft a letter granting the Park Director permission to sign off on Purchase Orders, Payroll and Transfers. He stated that this would eliminate having to bring the papers physically to President Black's home. Additionally, the payment process would be significantly quicker. President Black stated he was comfortable with this as long as he still held authority of signing off on requisitions. President Black motioned to approve the signing authorization. Commissioner Pelger seconded. The motion passed unanimously.
9. Executive Session—Litigation—Discussed above, #3.
10. Stark Community Foundation—Director Gordon requested permission to apply for a grant to fund a full replacement of the walking track in Stadium Park. He informed Commissioners that the track severely needed repairs and the company who surveyed the track recommended a total replacement. Director Gordon requested approval to pursue a grant from The Timken Foundation in the amount of \$150,000.00 and Canton Parks would provide the remaining funds for the track which has been estimated at approximately \$300,000.00. President Black motioned to approve applying for the Timken Foundation Grant to receive monies for the Stadium Park walking track. Member Pelger seconded. The motion passed unanimously.
11. Bri'Sean Memorial 5k—Leslie Hoover has requested to hold a 5K walk/run Sunday, April 27 from 1:00PM to 2:00PM within Monument Park. Additional requests included selling items on McKinley Monument property. President Black stated we cannot approve anything that is not on our property. President Black motioned to approve the 5k event pending road closure authorization from with the Police department, receipt of insurance and submission of a route map to the park office. President Black denied the selling of items within park property and requested Ms. Hoover contact the McKinley Museum for the activities she requested be on the Monument property. Commissioner Pelger seconded. The motion passed unanimously.

President Black motioned to adjourn the meeting at 6:26pm. Commissioner Pelger seconded the motion. Motion carried unanimously.

Next Park Commission Meeting to be held at 4:00pm on Wednesday, February 12, 2014 at the Canton Garden Center.

Andy Black, President

Derek Gordon, Director